

CJIS Board Meeting

February 26, 2008 – 8:30 AM - 10:00 AM

Chief Justice's Office ~ 1st Floor, Supreme Court

Attendees: Thomas L. Trenbeath, Chief Justice VandeWalle, Lisa Feldner, Pam Schafer, Leann Bertsch, Russ Timmreck, Gordon Christensen, Chuck Placek and Sue Davenport

Absent: Nancy Walz

- Approve minutes from last meeting
 - Chief moves to approve, Tom seconds, minutes approved
- CJIS Staff hired– CJIS System Support Specialist – Darin Anderson
 - Darin Anderson started the middle of January. He is very eager and has been doing great. He went with Gordon to install the cruiser piece of NetRMS. His background is from JSND and prior to that he worked for South Dakota as their NIBR's Coordinator.
- CJIS Status
 - Pam distributed the January CJIS monthly program status.
 - Motorola (NetRMS) status: Currently NetRMS does not have a working training environment. Gordon discussed the issues; the training environment has been unavailable since the end of January. The first couple of weeks we had problems with saving information. The issue was reported to Motorola, after 2 days, Motorola wanted to reinstall application. It took 2 weeks to attempt the reinstall. They were not sure about some patches with Microsoft. After the reinstall was complete, the original problem still existed. The efforts to resolve the issue appear to be going backward. We've been working mainly with one technician and he is not readily available. Motorola suggested that we send our server to them, rather than send our server to them, we have asked for Motorola to send someone on-site to work on the problem. The issue is five weeks old and is unresolved.

- This issue affects other CJIS projects. The cruiser and local law enforcement integration project is on hold and these projects are already behind 4 months.
- Looking to the CJIS Executive Committee meeting minutes, Motorola assured Gordon they did not have the resources to handle this. Gordon has mainly worked with one person and this person is not able to be dedicated to CJIS's issues.
- Other state agencies have Motorola contract issues. The question is asked "What is the best course of action? Tom thought we should see the contract
- Lisa asked Nancy prior to this meeting what is our alternatives were. Lisa was going to write a letter to Motorola, but decided to call first. We found they don't have the resources. What are the alternatives? What are other police department's using, there must be many products available.
- If Motorola is not living up to their contract, we are able to get out of the contract. The Chief wondered if they are asking to get out of their contract. All agreed it sounds like they might be
- Lisa reminded we have 6 months to get the cruiser piece out.
- Pam said we cannot guarantee that. Motorola only gives a high priority on production issues, not training issues.
- Chuck has heard similar and/or worse stories when Motorola is involved. Time to look closely at contracts and look for other vendors
- We must be able to assure the CJIS Executive Committee that another option exists and give them a time frame to gain user's acceptance of other options.
- Pam thought there were 3 or 4 other vendors when the RFP was issued for the current product. Motorola purchased Crisnet after the contract was in negotiation.
- Lisa talked to Mark Molesworth who thought if Lisa sends a letter to Motorola, they would probably walk away from it.
- The contract is around \$35,000/year, and is not yet paid for 2008. Do not pay for 2008 at this time, the invoice is expected sometime in March.

- A RMS vendor will be in Fargo on March 18th, some agencies have gone with Archonix, Bismarck Police/Burleigh uses and AS400 system.
- How much can CJIS afford for a system like this? The original system was \$300,000 approximately.
- The Chief decided we are not yet informed enough to make a recommendation. He would like Pam to give alternatives with more info about each and cost information. Will this be cost free to the state or will it cost them as well?
- Now we need to save money to pay new vendor or use for leverage against Motorola to hold them to their contract
- Motorola told Gordon that they are enhancing this product and have something new in the works. They may have put all of their resources on the new product
- Cruiser production is now on hold. Bismarck PD may start a little early.
- The Chief asked if we going have to tailor make a situation for each department that is coming in. Gordon said they are less tailored now, with the Portal, than before.
- Pam will talk with Mike Wilma about the LERMS contract. Tom will let Mike know it is coming as we need to look at it from a legal standpoint. This may involve other contracts with the State.
- Lisa asked Russ how their State Radio's relationship was with Motorola. Russ has also had problems and has written letters. He believes radio companies are having problems with all the P20s. He recommended we check on other vendors and go to the Sheriff's upcoming quarterly meeting. They have issues with Motorola as well. Many changes going on right now and some are getting frustrated. The best thing is to keep these people informed. They universally do not like Motorola
- State Radio just finished their CAD Business Case. Russ suggested someone from this committee should attend those meetings for support, information and ideas.
- Hazen has decided not to use LERMS. Pam said they did use the product after they got the system. They stated it was a funding

problem for dropping the system. Pam doesn't believe they are using anything at this time. State Radio cannot provide this service. Lisa said they must have been using something else before, at least a spreadsheet or something

- MOU
 - The MOU was signed.
- State Radio – IJIS contract approval
 - The effort of CJIS and State Radio is to see where we want to go in the future. The Statement of Work is on page 3. IJIS will have 2 individuals working with ND stakeholders to make a recommendation. State Radio has agreed to pay 1/2 of the travel and lodging costs and CJIS the remainder. The costs are estimated at \$3,000.
 - Pam requested a motion authorizing her to sign the IJIS contract.
 - The Chief wondered where Russ is on this issue; Russ stated that everything that CJIS has, with the exception of LERMS and SAVIN, is what State Radio has as well. We've been reinventing the wheel until this point. Let's not be working against each other, let's leverage our resources and work together. Russ is in favor of this idea
 - The Chief had a few questions about how this relationship would benefit the Courts. Does State Radio have direct access to court information? Russ said they had none at this time.
 - The Chief reminded all that the ability of judges to access that info is one of the reasons has a stake in the Board. The Courts have not used State Radio at this point. We need to sure the Courts would be included in this.
 - Russ used to be involved in protection orders and wants all agencies to work together to benefit everyone
 - The Chief once sat in trial court where a person appeared in court and was released when he never should have been. The inability to gain access to important information allowed this to happen.

This info needs to be returned to courts as well as back to law enforcement. It is very important to have 2-way communication

- Tom moves to enter into the IJIS contract, the Chief seconds, motion approved.
- The Chief asked why State Radio wasn't with us at the beginning. Russ said he didn't have an answer to that. Chuck thought it could be because we were thinking more on the data side and State Radio provided more on the voice communication, such as radios.
- The MTG study had a project of integrating State Radio with CJIS. Therefore, someone was consulted with.
- Review CJIS Business Plan
 - In January, the CJIS Executive Committee worked on the Business Planning for two half day sessions. We worked on the mission, vision and current projects. The EC did not get through next biennium's planning. The EC worked on what can we accomplish for projects the remainder of this biennium. Page 3 shows the projects listed out there
 - This graph determined we do not have the resources for 3 of those projects
 - Next we will have the committee go back and see what kind of projects we have coming up for the future.
 - Is always a work in progress. They changed mission and vision somewhat
 - The mission is a shortened version
 - Vision changed and was also shortened. Lisa read the old vision statement. Chief thinks we shouldn't take out "public safety". This is strategically a bad move. Lisa agreed that we should add this statement to the document. Pam thought the new vision after changes is a little too narrow
 - All agreed we will go back to the former vision statement until we can revise it. Pam will come back with some ideas for next time.

- The Chief requests SAVIN to be a separate line item in the budget separate from CJIS.

- SAVIN

- Review Project Charter for approval. During last meeting, time was short to review the charter, since then the CJIS Executive Committee reviewed and no changes were made. Pam is looking for signatures from this group and Leann Bertsch as they are the Executive Steering Committee/Sponsors. Pam will be the Project Sponsor. The Project Manager is Rob Gall. The new SAVIN Program Manager position will replace Rob Gall when hired. The performance measures are not in the document as they are being worked on. The charter needs to be in place before going ahead with project planning but we cannot start planning until March 19.
- As Pam is the Project Sponsor, would the Project Manager be the new person hired? Are we in the situation where this grant is what will occupy us for the next 2 years? Wouldn't this be 100% of new employee's time? Pam stated the SAVIN program would be 100% of the new hire's time. Will this position relieve Pam somewhat? The answer is yes. The position will be posted and advertised with a start date in April.
- Do we need approval of charter today for budget committee? Lisa would need to look at this again when Performance Measures are filled in. Suggested changes: Change requested on page 8, to correct state's attorney and attorney general. Tom will get with Pam regarding some grammar changes. This includes on page 3, second paragraph, to remove the second sentence. Pam will have the performance measures updated this week and have them sent to the Board.
- The next CJIS Board meeting will be Monday, March 10th at 8:30 to take a 1/2 hour to sign the Project Charter
- Does ITD handle the accounting portion of the grant? Yes, Pam is working with Dan Sipes at ITD. They are currently on track for grant reporting. Currently, the reporting consists of reporting on

in-kind match as we are unable to expend funds on the project until approved by the budget section.

- Budget Committee – March 19, 2008. Pam will be speaking to this committee on behalf of SAVIN. Lois will either attend or have another legislature support SAVIN.
 - Chuck thinks this may be a tough sell. We have to have our numbers firm. Politically, we have to realize that if they endorse this, they will have to appropriate \$900,000 and commit to an FTE.
 - Chief said we need to make sure they understand this upfront. If this is understood upfront, this will be easier in January 2009. The Chief asked about the dollar amount after next biennium. Pam said down the road, maintenance with vendor and salary for FTE would be around \$450,000 yearly. It should be a fairly steady cost, not a start up cost.
 - Chuck has talked to the Legislative Council about getting a list of all victim notification laws and mandates in one area. This way, when we go into judiciary, we won't miss something throughout the next session. There are gaps in the system that need to be explained in detail but not to portray that because we are smaller, we are not up to date.
 - Chief restates that full disclosure is most important. Once we get that buy in, we are ok. Are there grants available down the road? There are grants such as enhancement grants with the BJA grant. The SAVIN Program Manager will be in charge of looking for additional funding mechanisms.
 - The budget committee has a limited knowledge of SAVIN and it will be explained in more detail at the meeting.
- Tom moved to adjourn at 10:14 am